



CITY OF ELLENSBURG

Minutes of Lodging Tax Advisory Committee, Regular Meeting

Date of Meeting

December 3, 2025

Time of Meeting

2:10 PM

Place of Meeting

Council Conference Room 501 North Anderson Street

Ellensburg, WA 98926

And remotely via Zoom

1. Call to Order and Roll Call

1.A Roll Call Present: Carmen Wiggins, Steve Townsend, Chair, Sarah Beauchamp

Absent: Arlo Evasick, Lacie Dawson

Guests: Matt Anderson, Kittitas County Chamber of Commerce

2. Approval of Agenda

2.A Motion: Move to approve the December 3, 2025, LTAC meeting agenda as presented.

By: Steve Townsend

Seconded by: Carmen Wiggins

All in Favor:

Opposed: None

Abstained: None

Motion carries

3. Approval of Minutes

3.A Approval of August 6, 2025, Lodging Tax Advisory Committee meeting minutes as presented.

Motion: Move to approve October 22, 2025, Lodging Tax Advisory Committee meeting minutes as presented.

By: Steve Townsend

Seconded: Carmen Wiggins

All in Favor: All in Favor

Opposed: None

Abstained: None

Motion Carries

4. Budget Update

4.A Revenue and expenditure update

Staff went through year end expenditures and anticipated JLARC reporting.

Discussion regarding 2026 budget.

5. Unfinished Business

- 5.A Community Calendar Update
Soft launch and testing mid-December. Full launch in February 2026
Did not spend the full \$12,000 approved by council.
- 5.B Downtown Trash Can Update:
The type of can available to select was very limited based the needs of Waste Management, limited to side-load/unload only. The committee has agreed to purchase and test one of the Big Belly, Element models and install it downtown in front of D & M Coffee, as the highest trafficked receptacle.
- 5.C Consolidated Lodging Tax Grant Presentation Recap
Given that there is much discussion on this topic, committee felt a separate meeting would be necessary. Staff will arrange a separate special meeting.

6. New Business

- 6.A Staff is revising internal application for funding requests.

7. Tourism Report

- 7.A Matt Anderson handed out the tourism report.

8. Citizen Comment

No citizen comment

9. Adjournment

With no further business, the meeting was adjourned at 2:55 pm.

Respectfully Submitted,
Kelle Vandenberg